

DRAFT

MANISTEE AREA P.E.G. COMMISSION
MEETING MINUTES
October 28, 1998

A regularly scheduled meeting of the Manistee Area P.E.G. Commission was held on October 28, 1998 at 6:00 p.m. in the City Council Chambers at City Hall, 70 maple Street, Manistee, Michigan.

MEMBERS PRESENT: G. Carlson, F. Balcer, T. Kaminski, K. Fenstermacher, J. Mencarelli

MEMBERS ABSENT: N. LeMire

OTHERS PRESENT: Lori Donnan (Administrative Assistant), Lorraine Carlson, Mark Lough, Timm Smith, Jeff Bramble, Kathleen Devlin, Chelsea Devlin-Cahill, Dan Robinson, Mike Franklin, Tex Collins.

The October 28 meeting was brought to order at approximately 6:00 p.m. by K. Fenstermacher. A motion was made by Carlson and supported by Balcer to approve the September 16 minutes. The motion passed with a 5-0 vote.

A camcorder and tripod training session was held for individuals interested in using the City equipment for Channel 2 programming. Mark Lough instructed everyone on how to properly use a tripod. Timm Smith familiarized everyone with the features and proper use of the camcorder. Mr. Smith offered to give future training sessions to anyone interested in using the City equipment. Interested persons will contact Mr. Smith at the City Fire Hall.

Each person who attended the training session filled out a camcorder and tripod policy/disclaimer form. Copies of the forms will be distributed to the fire hall and PEG file. Individuals attending the training session will also receive a copy of their form in the mail.

Carlson gave a brief update of Channel 2. Music from Q-101 is now being aired simultaneously on the channel. Non-profit event notices are being sent into the channel on a regular basis. The channel will be switching to the automated process beginning October 28, 1998 at 8:00 p.m. Members will receive training on the automated equipment during their next assigned week of operating.

Members reviewed the classified advertisement policy. A motion was made by Balcer and supported by Mencarelli to adopt the classified advertisement policy. The motion was passed with a 5-0 vote. A notice will be placed on the scroll to alert area residents of the classified advertising opportunity.

Operator schedules were reviewed for the dates of November 15 - December 19, 1998. Schedules are as follows: Mencarelli Nov. 15 - Nov. 21; Fenstermacher Nov. 22 - Nov. 28; Balcer Nov. 29 - Dec. 5; Kaminski Dec. 6 - Dec. 12; and LeMire Dec. 13 - Dec. 19, 1998.

Members discussed the potential of having a sponsorship policy. The policy would give businesses an opportunity to sponsor a week of Channel 2. Sponsorship notices would be placed on the scroll on a weekly basis for a rate of \$7.00 for 7 days. Donnan will prepare a policy to review at the next meeting.

Members discussed the next regularly scheduled meeting of November 18, 1998. Several members are unable to attend that meeting and the December 16 meeting. Members decided not to meet in November reschedule December's meeting to December 9, 1998.

The next regularly scheduled meeting of the PEG Commission will be held on December 9, 1998 at 6:00 p.m. in the Council Chambers at City Hall.

With no further discussion or business present, the meeting was adjourned.

Respectfully Submitted,

Nancy LeMire, Secretary